

**-WORK NOTES -****ADMINISTRATIVE  
RECORD**

**EPA O&M – Meeting #10  
November 10, 2004  
Venture Fireside Room**

**AT A GLANCE**

**NEXT MEETING: January 10<sup>th</sup>, 2005; 7:00 am – 9:00 am  
Venture Inn, Fireside Room**

**Actions Needed/Agenda for Next Meeting****Wendy:**

- Continue work on Draft homeowner/contractor/tradesman information guide
- Listing of homeowner concerns

**Jim/Peggy:**

- Visit with Board of Realtors, Chamber, Rotary, etc.

**On Tap**

- Realtor's and Contractor's meetings
- Pre-Post Condition Agreements (Cracks in the driveway, damage to septic, etc.)
- Site condition information pipeline

**FROM THE November 10th MEETING****Attending**

The Operations and Maintenance Team members present: Alan Stringer, Peggy Churchill, Ron Anderson, Charlene Leckrone, Wendy Thomi, and Catherine LeCours. Leroy Thom, Gayla Benefield, Mike Noble and Gordon Sullivan joined us as guests and provided an update from their recent TAG meeting. Facilitator: Sandy Matheny

**The Agenda**

1. Status of Renter info letter to Realtors
2. Update: homeowner/contractor/tradesman information chart
3. Brainstorm homeowner concerns
4. Discuss possible contractor's workshop

\* TAG members also provided an overview of their November 9<sup>th</sup> meeting.

### **1. Renter's Disclosure Process Update/Letter to Realtors**

The letter/package to realtors received a little more fine-tuning and is ready for mailing. We discussed the value of delivering the letter in person, or at least discussing it with the realtors prior to arrival. It has also been proposed we meet with realtors in a separate O&M/Realtors meeting.

### **2. Status – Homeowners/Contractor/Tradesman Information Chart**

In addition to the flowchart/dichotomous key suggestion from last time, the group talked about the 'risk' question. Other items mentioned included vacuum content disposal and 'encapsulation' within the home. Some additional problem definition/discussion items from last time:

- There are differences in the way we deal with it (between contractors). Fairness is a concern to some.
- There is no common mechanism to deal with 'new' problems (e.g. naturally-occurring asbestos).
- There is a lack of knowledge, which can lead to unrealistic (or differing) expectations of priorities.
- There is also a lack of awareness and acceptance of the level of hazard.
- There is not an understanding of the regulations for transporting asbestos.
- Agreements with landowners different than on public property?

### **3. Brainstorm Homeowner Concerns**

\* Most of these questions can be taken outside as well as applying to interior spaces.

- Is there an interior plan? Places to stay away from?
- What happens when I want to remodel (e.g. a wall is breached and material falls out)?
- Always – Is it expanded or not?
- Information pipeline. How is information regarding site condition transferred? Title Companies and Realtors are among the players.
- "Subdivision Health Approval Statement"? This goes along with what was recorded in the Work Plan. What was left behind?
- How much is too much if I bump into it? How do I know if I need help? When do I deal with it or leave it alone (e.g. light fixture)?
- Is "in my yard" different than "in my house"?
- How long will it take?
- Who's responsible - \$\$ - ?
- Homeowner's responsibilities? And WHICH homeowner?
- What are some cleaning techniques?
- How do I obtain a HEPA Vac? How much does it cost?
- If I do remodeling, is it just product or surrounding materials (e.g. boards) I need to be concerned about also?

- How do I transport the stuff?
- How is the dump doing? How dangerous is it?
- Yard cleanup – Use patterns and landscaping issues, now and later. High traffic areas vs. from the fence in?
- Where is sampling information kept? Work plan, footprint of the cleanup, map and results, CSS.
- Remedial efforts inside and out?
- How do I deal with removal and cleanup of carpet? Is it contaminated? \
- How long do sampling results take (on carpet, et. al.)?  
\*Modeling help us answer this.
- How can I keep from tracking it in?
- Air/Heating ducts?
- Pets? Do they carry it in? Haul it around?
- Crawl spaces. Should I wear a respirator? When should I be concerned? Should my employees wear one?
- How much of a RISK is it?
- EPA cleaned my house. And I can still see it in the wall. They tell me it's 'non-detect'. When is a fleck not just a fleck?
- What's causing me to be sick? I've always been in good health and just moved here.
- If there's a piece of this, does that mean there's fiber here?
- Septic tank location and damage?
- Changing out an appliance?
- What do I do with the stuff? – Photo-documenting, keeping track of remodeling, etc.
- My driveway didn't have this crack in it before EPA came in – Will they replace it?
- Pre-post condition agreements? Where's the line (repair to water, sewer, the roof)?

#### **Several Items Focused on Coordinated Education Efforts:**

- Awareness without fear is important (of several different things...). How can we talk about this realistically, factually, unified, not technically overwhelming?
- Educating our 'front line' people is critical. (Actually, we are all front line people).
- Proactive, positive message from Realtors and the rest of us is significant.

#### **4. Some Contractor Meeting Ideas**

\* There has been a pattern set by former statewide symposiums. Any sessions held here should be focused on local contractors. What do they need? Session should be built with the contractors. We need to:

1. Continue working on homeowner/contractor/tradesman information chart.
2. Outline current procedures and protocols expected of contractors. A briefing package would include clear guidelines outlining expectations (who will do what) and current regulations and acceptable procedures.
3. Start one-to-one and small group conversations/education with active contractors.

4. Develop an inventory of concerns by contractors (and separately for homeowners)
5. Legal responsibilities, regulated vs unregulated, employee protection and protection of myself?
6. Homeowner notification.
7. Outline basic health and safety procedures (e.g. how-to and when-to use de-con equipment).
8. Current technology and equipment would be highlighted.
9. Specific scenarios and solutions would be used.
10. Who's responsible and how is information transferred to the homeowner?